



Application for Employment

Date _____ Year _____

Position _____

Note: Due to the security-sensitive nature of our work, all candidates considered for employment are subject to an extensive police and driving record background check. You may also be asked to submit to a physical examination by your regular family practitioner for clearance at the employees expense and or be asked to submit to drug and alcohol testing before and/or randomly during your employment with 1st Mate Property Service, Inc.

PERSONAL INFORMATION

| | | | |
|---|-------|------------------------------|-----|
| Last Name | First | Middle | |
| Current Address | City | State | ZIP |
| Permanent Address | City | State | ZIP |
| Phone (Home) ()- - (Cell) ()- - (other) Who? ()- - | | | |
| Social Security # _____ - _____ - _____ | | | |
| Are you able to submit verification of your legal right to work in the U.S.??* | | | |
| <i>*Verification and completion of the I-9 form must be submitted no later than 3 business days after hire.</i> | | | |
| Have you ever been convicted of a criminal offense? If yes explain: | | | |
| | | | |
| Have you ever been bonded? | | Emergency Contact and Phone# | |

AUTO AND LICENSE INFORMATION

| | | | |
|--|-------|------|--|
| All applicants are required to have a valid Driver's license and reliable transportation with few exceptions. | | | |
| Drivers License # _____ State _____ Expiration date _____ | | | |
| Driving is a requirement of the job! Is your license valid? If "NO" explain : | | | |
| | | | |
| Has your driver's license ever been suspended? If yes, explain: | | | |
| | | | |
| Do you have full time access to a vehicle? | | | |
| Rate your vehicles mechanical reliability from 1 to 10 with 10 being the best. circle 1 2 3 4 5 6 7 8 9 10 | | | |
| Is the vehicle covered by comprehensive liability insurance? If yes what company? Policy # | | | |
| Make of vehicle | Model | Year | |
| | | | |

GENERAL HEALTH AND CONDITIONING

| | |
|--|---|
| Are you able to lift 50 pounds or more? | |
| Would you have difficulty standing, bending, or kneeling in conjunction with performing cleaning duties? | |
| Do you have a history of back problems? If yes explain: | |
| Do you regularly take mood altering prescription drugs that could make you sleepy or sluggish? | Do you regularly take prescription drugs for pain? If yes explain: |
| Do you smoke? If yes see note*** | ***Note: 1 st Mate is a smoke free employer with a zero tolerance no smoking policy. To be considered for hire smokers must be able to refrain from smoking for the entire length of their shift! |

EMPLOYMENT HISTORY AND AVAILABILITY

| | | | | | | |
|---|---|-----------|----------|----------|------------|---|
| Are you presently employed? | If yes, may we contact your present employer? | | | | | |
| Which of the following industries do you have work experience? (Circle any boxes that apply). | | | | | | |
| <input type="checkbox"/> Housecleaning <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> Homemaker <input type="checkbox"/> Lawn & Garden <input type="checkbox"/> Construction <input type="checkbox"/> Fast Food/Restaurant <input type="checkbox"/> Janitorial <input type="checkbox"/> Manufacturing <input type="checkbox"/> Home Improvement <input type="checkbox"/> Other (explain): | | | | | | |
| What hours are you available to work on: | | | | | | |
| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | **FRIDAY | **SATURDAY | SUNDAY <i>Limited Availability</i> |
| _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| **Friday and Saturday availability is mandatory from 2 Fridays before Memorial Day until the 2 nd Saturday following Labor Day** | | | | | | |
| If you were hired, when could you start work? | | | | | | |

List below your last three employers, starting with your present or most recent. You may include any verified volunteer work performed on a regular basis.

| When Month / Yr | Name & Address of Employer | Wage or Salary | Position Held & Description of work performed | Reason for Leaving |
|-------------------|----------------------------|----------------|---|--------------------|
| From: | | | | |
| To: | | | | |
| Supervisors Name: | Phone: | | | |
| From: | | | | |
| To: | | | | |
| Supervisors Name: | Phone: | | | |
| From: | | | | |
| To: | | | | |
| Supervisors Name: | Phone: | | | |

EDUCATIONAL BACKGROUND

| | Name and Location | Grade Achieved or Degree | Major or Courses of Study |
|--------------------------|-------------------|--------------------------|---------------------------|
| High School | | | |
| | | | |
| College | | | |
| | | | |
| Trade or Graduate School | | | |
| | | | |

PERSONAL REFERENCES

List the names of three persons not related to you, whom you have known for at least three years.

| | | | |
|-----------------|--------------------|---------------|---------------------|
| Name: | Occupation: | Phone: | Years Known: |
| Address: | | | |
| Name: | Occupation: | Phone: | Years Known: |
| Address: | | | |
| Name: | Occupation: | Phone: | Years Known: |
| Address: | | | |

How did you hear about us?

Any message you would like to add:

We are committed to a policy of Equal Employment Opportunity and will not discriminate on any legally recognized basis, including, but not limited to, race, age, color, religion, sex, marital status, national origin, citizenship, ancestry, physical or mental disability, veteran status, or any other legally protected basis.

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY BEFORE SIGNING THIS APPLICATION. ONLY THOSE APPLICATIONS WHICH ARE SIGNED AND DATED ARE CONSIDERED VALID. IF YOU HAVE ANY QUESTIONS REGARDING THIS STATEMENT, PLEASE ASK BEFORE SIGNING.

APPLICANT'S STATEMENT

In signing this application, I certify that all of the foregoing information is a complete and accurate statement of the facts and understand that if any misrepresentation, omission or falsification be discovered, it will constitute grounds for immediate dismissal. I hereby authorize the officers of 1st Mate Property Services, Inc., to which I am applying, to conduct any investigation necessary concerning any part of my background related to the position I am seeking, including, but not limited to, the obtaining of a police report and driving record. I authorize any of the persons or organizations named in this application to provide complete information and records regarding my employment, education, character and qualifications. I release all parties from any liability in connection with the provision and use of such information.

Initials _____ Date _____ [] YES [] NO

I understand and agree that, if employed by this company, I will be responsible for familiarizing myself with all rules and regulations in the company handbook as they presently exist or are later modified and that I will abide by its rules and regulations which I understand are subject to change.

Initials _____ Date _____ [] YES [] NO

I also understand that no representative of the company has any authority to enter into any employment agreement for any specified period of time, or to assure me of any future position, benefits, or terms and conditions of employment. I further understand that, if hired, my employment is for temporary or seasonal hiring only and for no definite period of time and may be terminated by either party at any time.

Initials _____ Date _____ [] YES [] NO

I have read, understand and agree to comply with the above stipulations.

Applicant's Signature

Date

This application is current only for the year of the season in which applied for until August 15 of that year. If you still wish to be considered for employment, it will be necessary to fill out a new application.